

# MEMORANDUM

## CITY OF PHILADELPHIA OFFICE OF HUMAN RESOURCES

**Date:** August 19, 2020

**To:** Distribution

**From:** Janine LaBletta, Hiring Services Manager

**Subject:** Civil Service Commission Agenda – August 19, 2020

### I. CLASSIFICATION AND PAY ITEMS

| NO. | CLASS CODE | CLASS TITLE   | NATURE OF ACTION   | SAL. RANGE               | CSC ACTION of 8/19/20 |
|-----|------------|---|--|--------------------------|-----------------------|
| 1   | 6G12       | Commercial and Industrial Fire Inspector 2  | Abolition of class   | 19                       | Approved              |
| 2.  | 2A65       | Contracts Auditor 1   | Change in class specification and pay rate   | Fr: EP13<br><br>To: EP14 | Approved              |
| 3.  | 2A66       | Fr: Contracts Auditor 2 (General) (Housing and Development)<br><br>To: Contracts Auditor 2 (General) (Housing and Development)  | Change in class specification, removal of specialties, and change in pay rate          | Fr: EP19<br><br>To: EP20 | Approved              |
| 4.  | 2A67       | Contracts Audit Supervisor  | Change in class specification and denial of pay appeal                                 | N23                      | Approved              |
| 5.  | 2A69       | Fr: Contract Audit Manager (Human Services) (Housing and Community Development)<br><br>To: Contracts Audit Manager (Human Services) (Housing and Community Development) | Change in class specification, title, removal of specialties, and denial of pay appeal | N24                      | Approved              |
| 6.  | 4B04       | Senior Medical Assistant/EHR Specialist   | Establishment of Class   | 14                       | Removed by D.C. 33    |

| NO. | CLASS CODE | CLASS TITLE   | NATURE OF ACTION              | SAL. RANGE | CSC ACTION of 8/19/20          |
|-----|------------|---|-------------------------------|------------|--------------------------------|
| 7.  | 4D08       | Medical Care Clinical Director (Disease Control) (Internal/Family Medicine)(HIV Services)(Pediatrics) | Change in class specification | N38****    | Approved                       |
| 8.  | 7M07       | Office Machinery Equipment Operator   | Change in class specification | 10         | Approved                       |
| 9.  | 9B04       | Library Systems Coordinator   | Establishment of Class        | EP20       | Removed by D.C. 47, Local 2187 |
| 10. | 6D03       | Municipal Guard   | Change in class specification | 09         | Approved                       |

## II. PAY SCHEDULES

| Pay Schedules   | Action   | CSC Action of 8/19/20 |
|---|----------|-----------------------|
| <b>Hourly and Seasonal Pay Schedule in Annual Amounts</b> The Hourly Pay Schedule in Annual Amounts is being revised to implement the 21st Century Wage Ordinance for \$13.75 as the City's minimum wage effective July 1, 2020. H03 is being changed to the new minimum. | Revision | Approved              |

## III. CIVIL SERVICE REGULATIONS

| REGULATION NUMBER | REGULATION   | ACTION   | CSC ACTION of 8/19/20 |
|-------------------|--|----------|-----------------------|
| 6.1214            | DEPARTMENTS, UNITS, ASSIGNMENTS AND CLASSES ELIGIBLE FOR STAND-BY TIME | Revision | Approved              |
| 6.31              | CREDENTIAL BASED BONUS   | Revision | Removed by D.C. 33    |
| 6.32              | HIRING BONUS   | Revision | Removed by D.C. 33    |

**Distribution:**

|                 |             |                    |             |
|-----------------|-------------|--------------------|-------------|
| M. Zaccagni     | C. Jones    | S. Pate            | D.C. 33     |
| M. Greene-Jones | J. LaBletta | M. Marchetti-Brock | D.C. 47     |
| C. O'Leary      | Q. Lofton   | V. Clay            | FOP Lodge 5 |
| V. Hosendorf    | M. Agelakis | J. Lomax           | IAFF 22     |
|                 | W. Twardzik | P. Hoffman         |             |
|                 | A. Starks   | D. Harrar          |             |
|                 | V. Hayes    | R. Hartz           |             |